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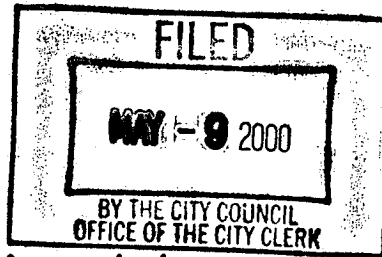
JACK CRIST
DEPUTY CITY MANAGER

NEIGHBORHOODS,
PLANNING AND DEVELOPMENT
SERVICES DEPARTMENT

CITY OF SACRAMENTO
CALIFORNIA

1231 I STREET
ROOM 302
SACRAMENTO, CA
95814-2904

ADMINISTRATION
916-264-7598
FAX 916-264-8329



April 3, 2000

City Council
Sacramento, California

*Amended Ordinance to return
at future date.*

Honorable Members in Session:

SUBJECT: Development Oversight Commission

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

This report recommends that the City Council adopt the attached ordinance that establishes the Development Oversight Commission (DOC) as recommended by the Mayor's Commission (Commission) on Development.

CONTACT PERSON: Michael L. Medema, Special Projects Manager, 264-1915

FOR COUNCIL MEETING OF: May 9, 2000

SUMMARY:

On July 20, 1999 the City Council accepted the Commission Report to the Mayor, City Council and City Manager that recommended the establishment of a DOC to provide a formal review and oversight process for the City Departments and Divisions involved in the development service process. The intent of the DOC is to assure that the reforms recommended by the Commission are implemented and to establish a forum for external input regarding the City's procedures and processes.



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BACKGROUND:

The Commission found that at least four previous studies and attempts to reform the City's development service processes and procedures had been initiated by the City since 1980. Unfortunately, the reforms recommended by these efforts were either not implemented or were implemented and subsequently abandoned.

The Commission concluded that one of the major reasons for the failure of permanent reform was the lack of public oversight. During the prior studies, reform efforts were initiated during the period the City's processes and procedures were being evaluated. The Commission also observed reform efforts during its review of the processes and procedures.

The Commission's report stated that the results of reform initiated by staff during the Commission's review were dramatic. For example, the average waiting time for customer service from January 1999 through May 1999 decreased from thirty-eight minutes to nine minutes which was a 76 percent decrease. This dramatic decrease occurred during a period when the average number of permits issued increased and no additional staff were hired. A significant backlog in the number of plans in the review process was reduced while overtime was reduced.

A reasonable explanation for the change was the public oversight of the process and procedures. The public oversight created an atmosphere of concern and accountability. Staff was challenged to provide better customer service and responded accordingly.

In addition, the Commission provided a forum for introduction and discussion of alternative processes and procedures. The expertise and experience the Commissioners combined with the public's participation provided valuable suggestions from individuals not directly involved in the daily City operations. This customer view resulted in many suggestions for improvement.

The purpose of the DOC is to provide a formal review and oversight process for the City's development procedures and processes. The DOC will monitor the implementation of the recommendations of the Commission received by the City Council on July 20, 1999. In addition, the DOC shall provide a public forum for external input. The DOC will report annually to the Mayor and City Council regarding the City's development service processes and procedures. The report shall include, but not necessarily limited to, the implementation status of the Commission's recommendations.

The Commission recommended that the DOC include members of the industry representatives and the customers. This report recommends that the Commission include five members of the building industry professional organizations, two members of the building industry trade organizations and two members appointed at large. The individuals primarily effected by and involved in the City's development service process are members of the building industry professional organizations. Members of the

building industry trade organizations interact on a daily basis with the City' field inspectors on the job sites. The at large members represent the ultimate end customers, the citizens that live in the housing and/or occupy the offices and buildings. The members shall be appointed pursuant to Section 23 of the Sacramento City Charter. Three of the initial members will serve a one year term, three will serve a two year term and three will serve a three year term. Subsequent members appointed will serve three year terms.

The DOC will conduct public meetings semi annually and may meet more frequently at the request of the Mayor. The members shall receive a \$100 stipend for each meeting attended.

It is envisioned that five years of public oversight will result in permanent and lasting reform. Therefore it is recommended that the DOC be abolished December 31, 2005.

FISCAL CONSIDERATIONS:

The Commission was appointed to resolve a significant perception that the City's processes and procedures for development and building were cumbersome, lengthy and not responsive to the public. This perception was in direct conflict with the City's desire and efforts to encourage economic development to assure a financially viable City. Staff recommends that the nominal cost of the DOC stipends and staff support be incorporated in the Building and Safety Division annual budget which is 100% funded by building permit fees. The nominal cost for Fiscal year 1999/2000 may be absorbed in the current appropriation.

POLICY CONSIDERATIONS:

The sunset provision for the DOC is consistent with the City Council's directive that the effectiveness and need for Boards and Commissions should be evaluated periodically.

The DOC members are expressly exempted from filing a statement of economic interest under the City's Conflict of Interest Code adopted pursuant to the Political Reform Act. The primary reason for not requiring statements is that the DOC does not exercise decision-making authority, and therefore does not have conflict of interest concerns under the Political Reform Act.

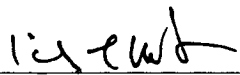
ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities which are not for purposes of a public works construction project do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 1506(b)(1), 15378(b)(3).

ESBD CONSIDERATIONS:

Not applicable.

Respectfully submitted,



MICHAEL L. MEDEMA
Special Projects Manager



THOMAS LEE
Deputy City Manager

RECOMMENDATION APPROVED BY:



ROBERT P. THOMAS
City Manager



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1.19

JACK CRIST
DEPUTY CITY MANAGER

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ADMINISTRATION
916-264-7598
FAX 916-264-8329

PASSED FOR
PUBLICATION
& CONTINUED
TO May 9, 2000

April 3, 2000

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: An Ordinance Establishing the Development Oversight Commission As
Recommended By the Mayor's Commission On Development.

LOCATION AND COUNCIL DISTRICT: Citywide

RECOMMENDATION:

It is recommended that the item be passed for publication of title and continued to May 9, 2000.

CONTACT PERSON: Michael L. Medema, Special Projects Manager, 264-1915

FOR COUNCIL MEETING OF: April 25, 2000

SUMMARY:

This item is presented at this time for approval of publication of title pursuant to City Charter, Section 32.

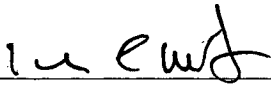


building better neighborhoods block by block
www.sacto.org/npsd/

BACKGROUND:

Prior to publication of an item in a local paper to meet legal advertising requirements, the City Council must first pass the item for publication. The City Clerk then transmits the title of the item to the paper for publication and for advertising the meeting date..

Respectfully submitted,



MICHAEL L. MEDEMA
Special Projects Manager

THOMAS LEE
Deputy City Manager

RECOMMENDATION APPROVED BY:



ROBERT P. THOMAS
City Manager

ORDINANCE NO.

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

**AN ORDINANCE AMENDING TITLE 60 OF THE
SACRAMENTO CITY CODE TO ADD CHAPTER 21 TO
ESTABLISH THE DEVELOPMENT OVERSIGHT
COMMISSION.**

BE IT ENACTED BY THE COUNCIL OF THE CITY OF SACRAMENTO:

SECTION 1.

Establishment of the City of Sacramento Development Oversight Commission.

The City of Sacramento Development Oversight Commission is hereby established.

§ 60.21.210 Definitions.

As used in this chapter, the following words and phrases shall have the meaning given them in this section, unless the context clearly requires otherwise:

- (a) "City" means the City of Sacramento.
- (b) "City Council" means the City Council of the City of Sacramento.
- © "Mayor" means the Mayor of the City of Sacramento.
- (d) "Commission" means the City of Sacramento Development Oversight Commission.

§ 60.21.211 Purpose of Commission.

The purpose of the Commission shall be as follows:

- (a) To assure the proper implementation of recommendations from the Mayor's Commission on Development that were approved by the City Council on July 20,

FOR CITY CLERK USE ONLY

ORDINANCE NO. _____

DATE ADOPTED: _____

1999.

(b) To provide a forum that enables the public to introduce and to discuss suggestions, comments, and concerns regarding the procedures and processes of the City's development services function.

§ 60.21.212 Powers of Commission.

The powers of the Commission shall be:

(a) To monitor the implementation of recommendations made by the Mayor's Commission on Development that were approved by the City Council on July 20, 1999.

(b) To review the procedures and processes of the City Departments and Divisions responsible for implementing the recommendations made by the Mayor's Commission on Development that were approved by the City Council on July 20, 1999.

(c) To provide the Mayor and the City Council an annual report regarding the City's development procedures and processes, including but not necessarily limited to the implementation status of the Commission's recommendations that were accepted by the City Council on July 20, 1999.

(d) To conduct semi-annual public meetings to hear and consider public suggestions, comments, and concerns regarding the procedures and processes of the City's development service.

§ 60.21.213 Commission Membership.

The Commission shall be comprised of nine members consisting of five members from building industry professional organizations, two members from building industry trade organizations, and two members from the public at large. The members shall be appointed by the Mayor with approval by a majority of the City Council pursuant to Section 23 of the Sacramento City Charter. In selecting the initial members of the Commission, the Mayor shall appoint three to serve a term of one year, three to serve a term of two years, and three to serve a term of three years. Subsequent members shall be appointed to three year terms. In the event a vacancy occurs during the term of any member, the mayor shall appoint, with the approval of the City Council, a successor to serve during the unexpired term.

FOR CITY CLERK USE ONLY

ORDINANCE NO. _____

DATE ADOPTED: _____

§ 60.21.214 Chairperson and Organization of the Commission.

At its first meeting, the Commission shall elect a Commission Chairperson and Vice Chairperson. The Commission may adopt rules of procedure for the conduct of its business and may do any other things necessary or proper to carry out its functions. When there is a vacancy in the office of Chairperson or Vice Chairperson, the Commission shall fill said office from among its members.

§ 60.21.215 Commission Meetings and Stipend.

The Commission shall conduct a public meeting to occur semi-annually on the third Wednesday of May and October. Upon the request of the Mayor, the Commission shall hold special meetings. Each member shall receive a \$100 stipend for each meeting attended. All meetings shall be held in accordance with the open meeting requirements contained in the provisions of the Ralph M. Brown Act, Government Code Section 54950 et seq.

§ 60.21.216 Conflict of Interest and Financial Disclosure Statements.

Notwithstanding any other provisions of the Sacramento City Code, the members of the Commission shall not be required to file a statement of economic interest under the City's Conflict of Interest Code adopted pursuant to the Political Reform Act.

§60.21.217 Repeal of Chapter.

This chapter shall expire on December 31, 2005, and the Commission shall cease to operate after that date.

DATE PASSED FOR PUBLICATION:

DATE ENACTED:

DATE EFFECTIVE:

MAYOR

ATTEST:

CITY CLERK

FOR CITY CLERK USE ONLY

ORDINANCE NO. _____

DATE ADOPTED: _____

5

T H E D A I L Y R E C O R D E R

- SINCE 1911 -

1115 H Street, P.O. Box 1048, Sacramento, California 95812
Telephone (916) 444-2355 • Fax (916) 444-0636

SAC. CITY CLERK PO#8070060934
915 I ST., RM. 304/ V. HENRY
SACRAMENTO CA 95814

PROOF OF PUBLICATION

(2015.5 C.C.P.)

State of California)
County of Sacramento) ss

Notice type: GPHSA Sac City Public Hrg

Ad description: AD NO 9048

I am a citizen of the United States; I am over the age of eighteen years, and not a party to or interested in the above entitled matter. I am the principal clerk of the printer and publisher of THE DAILY RECORDER, a daily newspaper published in the English language in the City of Sacramento, County of Sacramento, and adjudged a newspaper of general circulation as defined by the laws of the State of California by the Superior Court of the County of Sacramento, State of California, under date of May 2, 1913, Case No. 16,180. That the notice, of which the annexed is a printed copy, has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

05/02/00

Executed on: 05/02/00
At Los Angeles, California

I certify (or declare) under penalty of perjury that the foregoing is true and correct.


Signature

This space for filing stamp only

RECEIVED
CITY CLERKS OFFICE
CITY OF SACRAMENTO
MAY 4 2 25 PM '00

SC#: 00116187

**CITY OF SACRAMENTO
NOTICE OF HEARINGS**

PUBLIC NOTICE is hereby given that on the date of April 25, 2000, at the hour of May 9, 2000 p.m., the following hearing(s) will be held in the City Council Chambers, City Hall, Second Floor, 915 I Street, Sacramento, California:
An Ordinance amending Title 60 of the Sacramento City Code to add Chapter to establish the Development Oversight Commission.
Further information may be obtained from the Office of the City Clerk, 915 I Street, Room 304, Sacramento, California (916) 264-5427.
SACRAMENTO CITY COUNCIL
BY: VALERIE A. BURROWES, City Clerk
Ad No. 9048
05/02/00

SC- 116187#

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ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF _____

AN ORDINANCE AMENDING TITLE 60 OF THE SACRAMENTO CITY CODE TO ADD CHAPTER 21 TO ESTABLISH THE DEVELOPMENT OVERSIGHT COMMISSION.

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FOR CITY CLERK USE ONLY

ORDINANCE NO. _____

DATE ADOPTED: _____

1999.

(b) To provide a forum that enables the public to introduce and to discuss suggestions, comments, and concerns regarding the procedures and processes of the City's development services function.

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revised

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§ 60.21.216 Conflict of Interest and Financial Disclosure Statements.

Notwithstanding any other provisions of the Sacramento City Code, the members of the Commission shall ~~not~~ be required to file a statement of economic interest under the City's Conflict of Interest Code adopted pursuant to the Political Reform Act.

§60.21.217 Repeal of Chapter.

This chapter shall expire on December 31, 2005, and the Commission shall cease to operate after that date.

DATE PASSED FOR PUBLICATION:

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DATE EFFECTIVE:

MAYOR

ATTEST:

CITY CLERK

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